

SITE VISIT – ABSOLUTE DISCONTINUANCE OF CASTLE STREET

A site visit was held on Thursday, May 4, 2017 relative to a petition from Kurt Blomquist, Public Works Director of the City of Keene. The site visit commenced at 5:45 PM. Councilors in attendance included: Janis O. Manwaring, Stephen L. Hooper, Mitchell H. Greenwald, Carl B. Jacobs, Terry M. Clark, Robert J. O'Connor, Robert B. Sutherland, Philip M. Jones, Thomas F. Powers, Bettina A. Chadbourne, George S. Hansel, Bartolmiej K. Sapeta, and Gary P. Lamoureux. The City Engineer, the City Attorney, the Public Works Director and the Planning Director were also present along with a representative from Keene Housing Authority. David C. Richards and Randy L. Filiault were absent.

With the aid of a drawing, the City Engineer oriented the Councilors as to the location of the discontinuance. He noted the Keene Housing Authority was the abutting property owner on three sides of the discontinued layout. Easements would be reserved for water and sewer maintenance. In addition, a correction to the location of a drainage easement would be accommodated. Several Councilors spoke to the possibility of an easement to the Jonathan Daniels Trail and requested that staff investigate that possibility. The Public Works Director responded that staff had not addressed that issue during their discussions with the Keene Housing Authority, but that they would be prepared to speak to that issue during the MSFI Committee's recommendation on the discontinuance. The City Engineer noted that there was a prior discontinuance in 2001 at the cul-de-sac to accommodate the relocation of two historic buildings from island Street. He noted there is presently no access to the trail system.

Sandy Clark representing the Keene Housing Authority spoke about the project scope, which would be revamping the condition of the remaining roadway, remove any trip hazards, provide curbing and establish rain gardens. The site visit concluded at 6:00 PM.

A true record, attest:


City Clerk

A regular meeting of the Keene City Council was held Thursday, May 4, 2017. The Honorable Mayor Kendall W. Lane called the meeting to order at 7:00 PM. Roll called: Carl B. Jacobs, Janis O. Manwaring, Robert J. O'Connor, Terry M. Clark, Bartolmiej K. Sapeta, Randy L. Filiault, Thomas F. Powers, Robert B. Sutherland, George S. Hansel, Gary P. Lamoureux, Stephen L. Hooper, Bettina A. Chadbourne, Philip M. Jones and Mitchell H. Greenwald were present. David C. Richards was absent. Councilor O'Connor led the Pledge of Allegiance. A motion by Councilor Greenwald to accept the minutes from the April 20, 2017 meeting was duly seconded. The motion passed with a unanimous vote in favor. The Mayor announced the passing of Councilor Richards' father, Bob Richards, who served as the City's Public Works Director from August 1988 until April 1994. He noted the FOP Committee will be starting its budget review the following week. He remarked that the Citizen's Guide to the 2017-2018 budget had been placed on their desks.

PROCLAMATION – MURAL MONTH

The Mayor invited Georgia Cassimatis, Craig Roach and Rosemarie Bernardi forward to present them with a proclamation relative to Mural Month. The Mayor went on to proclaim May 2017 as *Mural Month* and encouraged all citizens to experience the murals around town. Ms. Cassimatis thanked the Mayor and invited the Councilors and public to view the murals.

PROCLAMATION – BIKE MONTH

The Mayor invited William Schoefmann, Mapping Technician, forward to present him with a proclamation relative to National Bike Month. The Mayor went on to proclaim May 2017 as *National Bike Month* and encouraged all citizens to celebrate by leaving their cars at home and try a healthy commute on their bicycles. Mr. Schoefmann stated there will be a kick off on Friday, May 19th, 2017 at Railroad Square and invited the Councilors and public to attend.

PUBLIC HEARING – DISCONTINUANCE OF CASTLE STREET

Mayor Lane called the public hearing to order at 7:15 PM. The Notice of Hearing and Certificate of Publication were read. The Mayor noted that recognized City Engineer Don Lussier to address the Council relative to the proposal. Mr. Lussier noted he was present to provide a brief description of the petition. He reminded the Council that a presentation with Josh Meehan, Keene Housing Authority was done in November. In the best interest of both KHA and the City of Keene, the discontinuance of Castle Street was being proposed. The three Resolutions being discussed were R-2017-01: Absolute Discontinuance of a Portion of Castle Street; R-2017-02: Relating to a Deed for the Absolute Discontinuance of a Portion of Castle Street; and R-2017-03: For the Release of Drainage Easements and the Acceptance of a Deed for a Relocated Drainage Easement – Castle Street.

As there were no further comments, the Mayor closed the Public Hearing at 7:20 PM, but noted that written comments would be accepted up until 1:00 PM on Tuesday. He noted this will be before the Municipal Services, Facilities and Infrastructure Committee. Public testimony will not be permitted at that meeting, and they will be making a recommendation to the full City Council.

A true record, attest:



City Clerk

COMMUNICATION – JAN MANWARING/KEENE SERENITY CENTER – REQUEST TO TEMPORARILY CLOSE A SECTION OF CARPENTER STREET

A communication was received from Councilor Manwaring requesting that portion of Carpenter Street immediately in front of their building be closed to vehicular traffic to allow electrical

ords to cross the street to musicians who will be providing music. The communication was referred by the Chair to the Municipal Services, Facilities and Infrastructure Committee.

COMMUNICATION – JESSICA KARP – REQUEST FOR STOP SIGN – DARLING ROAD/MOUNTAIN VIEW ROAD INTERSECTON

A communication was received from Jessica Karp requesting a stop sign be installed at the intersection of Darling Road and Mountain View Road. The communication was referred by the Chair to the Municipal Services, Facilities and Infrastructure Committee.

COMMUNICATION – REAGAN MESSER/MOCO ARTS – REQUEST TO RELOCATE STAIRS – CITY HALL PARKING GARAGE

A communication was received from Reagan Messer, Moco Arts, requesting to relocate the stairs from the upper level of the City Hall Parking Structure. The communication was referred by the Chair to the Municipal Services, Facilities and Infrastructure Committee.

COMMUNICATION – MAYOR LANE – REQUEST TO USE CITY PROPERTY FOR THE FALL FESTIVAL

A communication was received from the Mayor, requesting permission to use Main Street and Gilbo Avenue for the Fall Festival. The communication was referred by the Chair to the Planning, Licenses and Development Committee.

COMMUNICATION – COUNCILOR CLARK – CONCERNS WITH 411-461 COURT ST HOUSING DEVELOPMENT PROJECT

A communication was received from Councilor Clark, raising a concern over erosion control, missing property line markers and backyard safety issues with a housing development project at 411-461 Court Street. The communication was referred by the Chair to City staff.

PLD REPORT – UNDERGROUND TELECOMMUNICATIONS CONDUIT EASEMENTS – IT DEPARTMENT

Planning, Licenses and Development Committee report read recommending the City Manager be authorized to do all things necessary to negotiate and execute easements with Keene property owners as necessary for the installation across private property of underground telecommunications conduit, which will be owned and maintained by the City. A motion by Councilor Jones to carry out the intent of the report was duly seconded. The motion passed with a unanimous vote in favor.

PLD REPORT – FARMER’S MARKET OF KEENE – REQUEST TO AMEND LICENSE

Planning, Licenses and Development Committee report read recommending granting the request from the Farmer’s Market of Keene to amend their license to acknowledge a reduction in the number of parking spaces used from 40 spaces to 22 spaces on Tuesdays during the 2017 license

period, including a corresponding reduction in the rental fee. The rental fee will be reduced from \$1,200 to \$932 for the season (payable on the first day of every month at \$155.00 per month). A motion by Councilor Jones to carry out the intent of the report was duly seconded. The motion passed with a unanimous vote in favor.

**FOP REPORT – ACCEPTANCE OF DONATIONS TO LIBRARY RENOVATION PROJECT
– CAMPAIGN MANAGER FOR THE NEXT CHAPTER**

Finance, Organization and Personnel Committee report read recommending the acceptance of donations totaling \$134,151.30 as listed in the January, February and March statements of the Cambridge Trust Bank, with the funds deposited into the Library Renovation Temporarily Restricted City Trust as part of the Next Chapter Campaign Drive. A motion by Councilor Greenwald to carry out the intent of the report was duly seconded. The motion passed with a unanimous vote in favor.

**FOP REPORT – ACCEPTANCE OF DONATION – PARKS, RECREATION AND
FACILITIES DEPARTMENT**

Finance, Organization and Personnel Committee report read recommending the City Manager be authorized to do all things necessary to accept the donation of two bike repair stations from Antioch New England University and Pathways for Keene. The bike stations will be placed along the Rail Trail and in the downtown footprint area. A motion by Councilor Greenwald to carry out the intent of the report was duly seconded. The motion passed with a unanimous vote in favor.

**FOP REPORT – LEASE AGREEMENT – TRANSPORTATION CENTER – PARKS,
RECREATION AND FACILITIES DEPARTMENT**

Finance, Organization and Personnel Committee report read recommending the City Manager be authorized to do all things necessary to negotiate and execute a lease amendment with Christos Georgiadis for space located at the Transportation Center. A motion by Councilor Greenwald to carry out the intent of the report was duly seconded. The motion passed with a unanimous vote in favor.

**FOP REPORT – BIOFUEL GENERATOR – OPTION UPDATE REPORT – PUBLIC WORKS
DEPARTMENT**

Finance, Organization and Personnel Committee report read recommending that based on the energy options validation study conducted by WV Engineering, that the City Manager be authorized to do all things necessary to move forward with the Biofuel Generator Project to provide a primary power source at the solid waste facility, and use grant funds available from the EPA Climate Showcase Communities Grant to fund a portion of the project. Councilor Jones asked about the wording of “move forward” vs. execute in the motion. City Manager clarified that this motion is referring to securing the EPA grant. Once the CIP budget is passed through the adoption of the 2017-2018 operating budget, then staff would move forward to specking out

the project to completing project. A motion by Councilor Greenwald to carry out the intent of the report was duly seconded. The motion passed with a unanimous vote in favor.

CITY MANAGER COMMENTS

The City Manager commented about a “way finding sign” at Railroad Square that was put up about 6 weeks ago. He thought we would have had some comments and was surprised there have been very limited. Another sign has been put on the other side of the bike path. He noted that staff will be putting up other way finding signs to help support the Downtown, and feedback will be helpful. The Manager continued the City is rolling out a new website shortly. He advised that Municipal Pest Management Services will be conducting Mosquito Control. The control of larval mosquitoes in stagnant bodies of water will begin on May 5, 2017. The City Manager announced that Chuck Sweeney, Superintendent of Parks and Cemetery Maintenance, has been named President of the New Hampshire Cemetery Association. Chuck will oversee the non-profit organization for the next two years, he previously served as a Board member from 2012-2016. The purpose of the New Hampshire Cemetery Association is to promote the advancement of knowledge in the operation and maintenance of cemeteries, to facilitate the exchange of information, to create and maintain high ethical standards in cemetery administration, both active and historical, and to secure the advantage to be obtained by mutual cooperation. The City Manager announced that Nancy Vincent received her second Paul Harris Award on Monday, April 24, 2017 by the Keene Rotary Club. The first award she received was from the Keene Elm City Rotary Club. The Paul Harris Award is the highest recognition awarded by the Rotary International Club to individuals who provide “Service Above Self” to our communities. The City Manager continued with an update for the Church Street sidewalk project. The problem had been with the visibility around the corner when the termination of Church Street at the bridge. At the original time of the project we ran out of time and now is the time to fix this area. The City Manager informed the Council that there were a number of elements related to the economic development action plan. Staff is beginning to put together strategies for working on those elements. He announced that City of Keene has become a *Next Century City*; this is one of the goals outlined in the Economic Development Action Plan.

JOINT PB/PLD REPORT AND ORDINANCES O-2016-01-A: RELATING TO THE CREATION OF A RESIDENTIAL PRESERVATION AND O-2016-02-A: RELATING TO CHANGE OF ZONE – MARLBORO STREET PROJECT AREA AND ITS PARCELS

A memorandum was received from Rhett Lamb, Planning Director recommending Ordinances O-2016-01-A: Relating to the Creation of a Residential Preservation and O-2016-02-A: Relating to Change of Zone – Marlboro Street Project Area and its Parcels be referred to the Planning, Licenses and Development Committee for their consideration and a recommendation back to City Council. Ordinances O-2016-01-A and O-2016-02-A were read for the first time. The Mayor set the Public Hearing for June 15, 2017 at 7:00 PM.

MEMORANDUM AND RESOLUTION R-2017-22: RELATING TO THE 2017/2018 FISCAL YEAR BUDGET

A memorandum was received from the Finance Director along with Resolution R-2017-22:

Relating to the Fiscal Year Budget. The memorandum was filed as informational. Resolution R-2017-22 was read for the first time. The Resolution was referred by the Chair to the Finance, Organization and Personnel Committee. The Mayor set a Public Hearing for Thursday, May 18, 2017 at 7:00 PM.

FOP REPORT AND RESOLUTION R-2017-18: RELATING TO PROPERTY TAX EXEMPTION FOR SOLAR, WIND POWERED & WOOD HEATING ENERGY SYSTEMS

Finance, Organization and Personnel Committee report read recommending the adoption of Resolution R-2017-18 and the rescission of Resolution R-2007-11. The report was filed as informational. Resolution R-2017-18: Relating to Property Tax Exemption for Solar, Wind Powered & Wood Heating Energy Systems was read for the second time. A motion by Councilor Greenwald for adoption of the Resolution was duly seconded. Councilor Hansel informed the Council that he had an ownership stake in a solar array; and although he did not believe that that created a conflict for him, he wanted the councilors to be aware. No objection was raised. On a showing of hands with 14 Councilors present and voting in favor the motion passed. Councilor Richards was absent. Resolution R-2017-18 declared adopted.

A motion by Councilor Greenwald for rescission of the Resolution R-2007-11 was duly seconded. On a showing of hands with 14 Councilors present and voting in favor the motion passed. Councilor Richards was absent. Resolution R-2007-11 declared rescinded.

FOP REPORT AND RESOLUTIONS R-2017-19: RELATING TO ELDERLY EXEMPTION QUALIFICATIONS; R-2017-20: RELATING TO AN EXEMPTION FOR DEAF OR SEVERELY HEARING IMPAIRED PERSONS AND AN EXEMPTION FOR IMPROVEMENTS TO ASSIST PERSONS WHO ARE DEAF OR SEVERELY HEARING IMPAIRED; AND R-2017-21: RELATING TO EXEMPTION FOR THE DISABLED

Finance, Organization and Personnel Committee report read recommending the adoption of Resolutions R-2017-19, R-2017-20 and R-2017-21 and the rescission of Resolutions R-2012-40, R-2012-39 and Resolution R-2012-38. The report was filed as informational. Resolutions R-2017-19: Relating to Elderly Exemption Qualification; R-2017-20: Relating to an Exemption for Deaf or Severely Hearing Impaired persons and an Exemption for Improvements to Assist Persons Who are Deaf or Severely Hearing Impaired was read for the second time. A motion by Councilor Greenwald for adoption of the Resolution was duly seconded. On a showing of hands with 14 Councilors present and voting in favor the motion passed. Councilor Richards was absent. Resolutions R-2017-19, R-2017-20 and R-2017-21 declared adopted.

A motion by Councilor Greenwald for rescission of Resolutions R-2012-40, R-2012-39 and R-2012-38 was duly seconded. On a showing of hands with 14 Councilors present and voting in favor the motion passed. Councilor Richards was absent. Resolutions R-2012-40, R-2012-39 and R-2012-38 declared rescinded.

ADJOURNMENT

05/04/2017

At 8:06 PM, a motion by Councilor Greenwald to adjourn for legal advice was duly seconded. The motion passed with a unanimous vote in favor.

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City Clerk